

10 Tips for Designing and Teaching a HyFlex Course

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Presenters

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My classes

1. 400 – 600 students across two sections each semester
2. Financial Accounting (Principles I)
3. 90% are NOT accounting majors

My HyFlex class development timeline

- Pre-2005: Used paper-based activities in class
- 2006: Added clicker questions in class
- 2010: Started recording class for student reference only
- 2012: Formally added live online option & polling questions
- 2018: Added asynchronous option with polling

Design process

- Design asynchronous course as usual
- Map out activities for synchronous class sessions
 - ✓ Support asynchronous activities
 - ✓ Engage students
 - ✓ Build instructor presence
- Allow time in first few weeks to acclimate students to everything in class

Assignments

- Lecture videos
- Homework exercises
- Excel exercises
- Data analytics projects
- Quizzes
- Exams
- Polling questions
- Discussions/activities (in classes <50)

Exams in an online environment

- Moved away from proctored exams
- Reduced weight of exams
- Added additional assessments
- Students can drop one lowest exam score
- Designed a lot of graded practice into the course

Rollout technology over 1st \approx 3 weeks

- Microsoft Teams (LMS)
- Microsoft Teams Meetings (streaming platform)
- Publisher platform registration
- Lecture videos in Homework platform
- Exercises in Homework platform
- Excel activities in Homework platform
- Polling questions
- Quizzes in Homework platform
- Data analytics projects in Homework platform (Excel, Tableau, Python)
- Exams in Homework platform

Rollout over 1st \approx 3 weeks

Week 1

Date	During class time	What's due outside of class (Homework platform, 11 pm)	New tech being introduced	Plan for live class
Week 1				
Friday	*Class*	Introduction to class	Teams Meetings; Homework platform registration; Homework platform lecture videos	Introduction to course & talk about Chapter 1 lecture videos
Friday		Register for Homework platform		Flash Books. Direct Homework platform link
Friday		Hmwk: Chapter 1 lecture videos, Part 1		

Week 2

Date	During class time	What's due outside of class (Homework platform, 11 pm)	New tech being introduced	Plan for live class
Week 2				
Monday	*Class*	Chapter 1	Homework platform exercises. Homework platform Excel.	Do Homework platform Exercise S1-12 & Excel S1-12 in class live
Monday		Hmwk: Ch 1 lecture videos, Part 2		
Wednesday	*Class*	Chapter 1	Reinforce Homework platform exercises and Excel	Do Homework platform Exercise S1-14 and Excel S1-14 in class live
Wednesday		Hmwk: Exercise S1-12		
Wednesday		Hmwk: Excel S1-12		
Friday	*Class*	Poll questions in class - introduction	Learning Catalytics. Homework platform Quizzes.	Talk about exercises and quiz that are due - talk about poll questions - possibly Excel S1-17 live in class
Friday		*Class*		
Friday		Hmwk: Exercise S1-14		
Friday		Hmwk: Excel S1-14		
Friday		Hmwk: Exercises in Chapter 1, Part 1		
Friday		Quiz: Chapter 1, Part 1		

Week 3

Date	During class time	What's due outside of class (Homework platform, 11 pm)	New tech being introduced	Plan for live class
Week 3				
Monday	No class - Labor Day			
Wednesday	*Class*	Chapter 1	Microsoft Teams	Introduce Teams in class
Wednesday		*Class*		
Wednesday		Hmwk: Excel S1-17		
Friday	*Class*	Chapter 1	Data analytics project - Office 365	Do Project 1 live in class
Friday		*Class*		
Friday		Hmwk: Exercises for Ch 1, Part 2		
Friday		Quiz: Chapter 1, Part 2		

Class startup slides




Welcome!
Q & A session will be starting
at 7 pm...

During our session, you will be able to hear me –
and you can use the chat room to ask questions



We will be testing audio around 6:57 pm....

Have questions? Ask in the chat room – click on purple tab in lower right corner
and then click the chat bubble 

This session is being recorded



Screenshots from my Blackboard course & Collaborate Ultra

Home

Announcements

Chapter Learning Materials

Collaborate Ultra

Collaborate Ultra Info

Course Notes

Email

MyLab

MyLab Access Code

MyLab Excel Help Guide

MyLab Help

Syllabus and Schedule

Technical Support

Flash Books FAQs



Welcome!

This classroom, including both the physical classroom and the online virtual classroom, is a place where you will be treated with respect. I welcome individuals of all ages, backgrounds, beliefs, ethnicities, genders, gender identities, gender expressions, national origins, religious affiliations, sexual orientations, ability – and other visible and nonvisible differences. All members of this class are expected to contribute to a respectful, welcoming, and inclusive environment for every other member of the class.



Pre-class Q & A session on Sunday, January 12, 7 - 7:30 pm

Curious about attending class using Blackboard Collaborate Ultra? [Pop into this live online session at 7 pm on Sunday, January 12, to try out Collaborate Ultra.](#) I (Dr. Tietz) will be hosting a 30-minute session to allow you to experience Collaborate Ultra before class starts the next morning. This pre-class session is optional. To attend, a few minutes before 7 pm on Sunday, click on Collaborate Ultra in the left side menu here in Blackboard and follow the prompts....it's that easy:)



Course Announcements

For our course, I will post announcements about upcoming events, assignment due date reminders, and other important communication here in the Announcements folder. In addition, each announcement is emailed to your Kent State email account. Check your email and Announcements frequently. Also, you can download the Blackboard student app to get notifications of new announcements.



Announcements & Reminders

- Home
- Announcements
- Chapter Learning Materials
- Collaborate Ultra
- Collaborate Ultra Info**
- Course Notes
- Email
- MyLab
- MyLab Access Code
- MyLab Excel Help Guide
- MyLab Help
- Syllabus and Schedule
- Technical Support
- Flash Books FAQs

Collaborate Ultra Info



Blackboard Collaborate Ultra

Click here to attend class live! Collaborate Ultra is pretty user friendly. There is a quick tutorial that pops up the first time you use Collaborate Ultra. You can go to this [link](#) for help with Collaborate Ultra or you can contact the University Help Desk at



Attending class

This class is a hybrid format. You can attend class live online or in person....or view a recording the same day as class.

Options include:

Live/in-person (BSA 200):

Classes meet M-W-F 7:45 am or M-W-F at 8:50 am. (Only sections 001 or 002 during the first week can attend in person.) Fridays there are no live classes; you view videos and answer questions in MyLab.

Online Live (Collaborate Ultra):

(For all classes.) You will be able to see the screen and hear the instructor's voice. In addition, you have a chat window available where you can ask questions or comment during the class session.

Recorded Sessions:

You can also view the recording of class on any Monday or Wednesday between 11 am and 11 pm. You will answer Learning Catalytics questions over the recording; you must score 100% to earn credit for class attendance in this mode. See syllabus for additional details.



Learning Catalytics questions
 Each session


Blackboard Collaborate Ultra




Sessions


 Course Room Locked

Filter by All Upcoming Sessions


 Pre-class Q & A session
1/13/19, 8:00 PM – 1/13/19, 8:30 PM (not yet started)

 Class on M-W 7:45 - 8:35 am
Recurring: 1/14/19, 7:45 AM – 5/1/19, 8:35 AM

 To attend the 7:45 – 8:35 am session

 Class on M-W 8:50 - 9:40 am
Recurring: 1/14/19, 8:50 AM – 5/1/19, 9:40 AM

 To attend the 8:50 – 9:40 am session

 Office hours Tuesdays 9 - 11 am
Recurring: 1/15/19, 9:00 AM – 4/30/19, 11:00 AM

 To attend online office hours:
Tuesdays 9 – 11 am

Getting Started

- Home
- Start Here
- FAQ

Shortcuts

- Announcements
- Chapter Learning Materials
- Collaborate Ultra both classes AND office hours**

- Collaborate Ultra Info
- Email
- MyLab
- MyLab Excel User Guide

Syllabus (includes schedule)

University Tutoring

Support and Resources

- Course Notes
- MyLab Help
- Technical Support
- Bb Learn Tutorials for Students

Explain HyFlex to students

Best class attendance options

LOCATION:


Choose
either:

- In-person in Room 200
- Online in Collaborate Ultra

TIME:

Choose
either:

- 7:45 – 8:35 am
- 8:50 – 9:40 am

A grid of small, colorful stars (red, green, yellow, blue, and silver) is pinned to a white surface. The stars are arranged in a pattern that suggests an attendance sheet or a reward chart. A dark grey banner is overlaid at the bottom of the image.

One more attendance option...

Collaborate Ultra: 3 attendance options

- **7:45 – 8:35 am**: Attend in Room 200 or online using Collaborate Ultra and answer polling questions during class.
- **8:50 – 9:40 am**: Attend in Room 200 or online using Collaborate Ultra and answer polling questions during class.
- **11 am – 11 pm**: View recording from class and answer polling questions in a self-paced “quiz” that submits automatically at 11 pm on the day of class.

Emergency? There is an
automatic 24-hour
extension available on all
homework and quizzes,
no questions asked.



Best practices tips #1 - #5

1. Rollout technology over a period of weeks
2. Reinforce usage of technology over those first weeks
3. Polling throughout live sessions
4. Polling grading: Participation during live sessions & Accuracy for asynchronous polling
5. Practice class with family or friends until you are completely comfortable

Best practices tips #6 - #10

6. Test classroom equipment every semester – anything that you do not have 100% in your possession
7. Start class with slides about how to use streaming platform and/or polling software
8. Use a “Session is being recorded” slide
9. Host a Q & A session on the streaming platform the day before class starts
10. Have a 24-hour grace period

10 tips for student engagement in a HyFlex class



TIP 1:
Ask for pet
pictures



Email your pet pictures to me... I will feature one in class each day

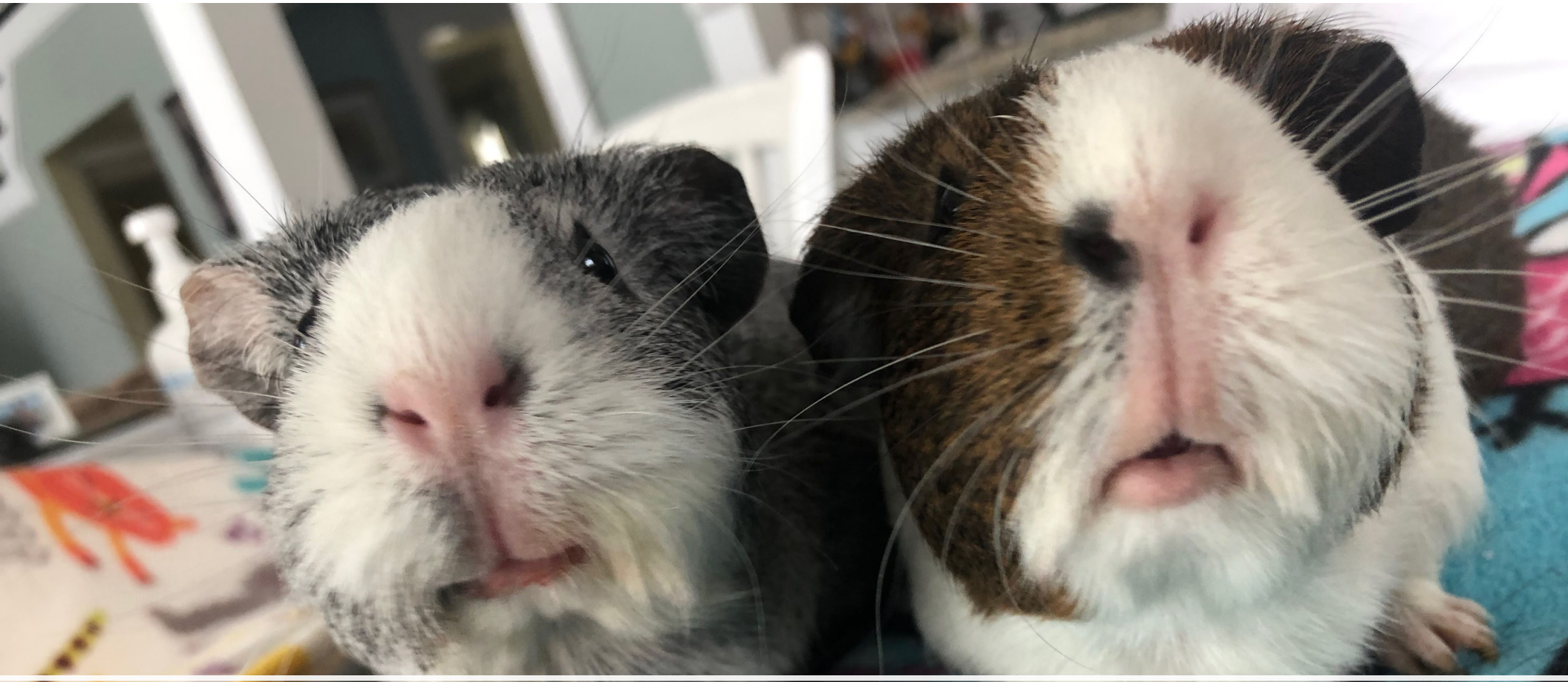
Jubilee



Izzy



Shredder



Lulu and Muffin

Holly and Crosby

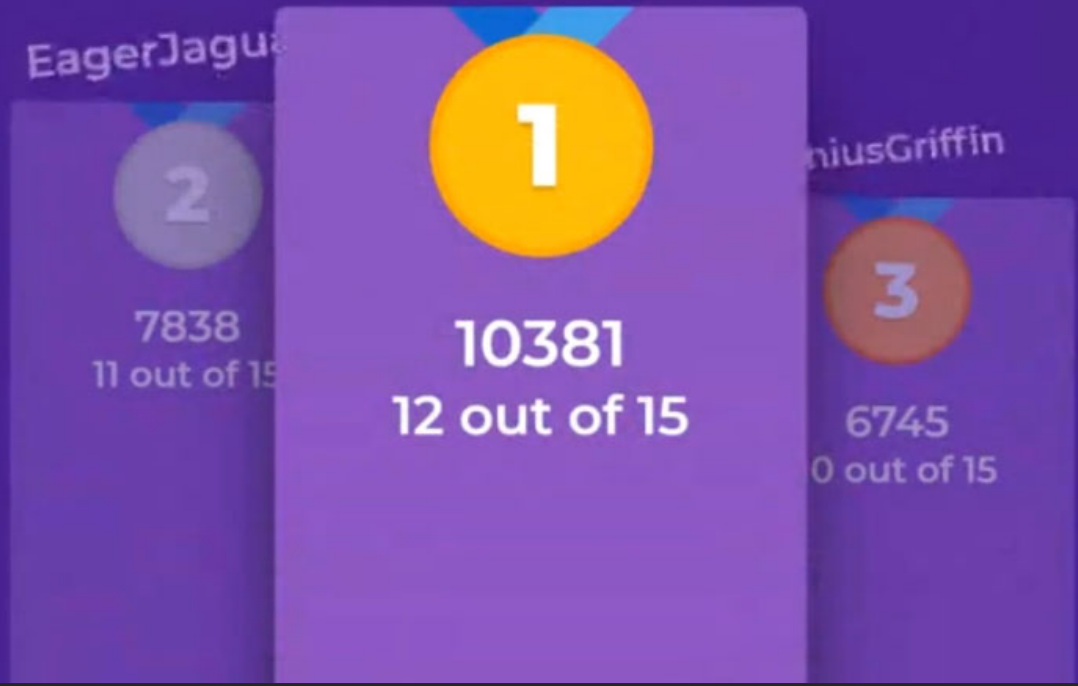




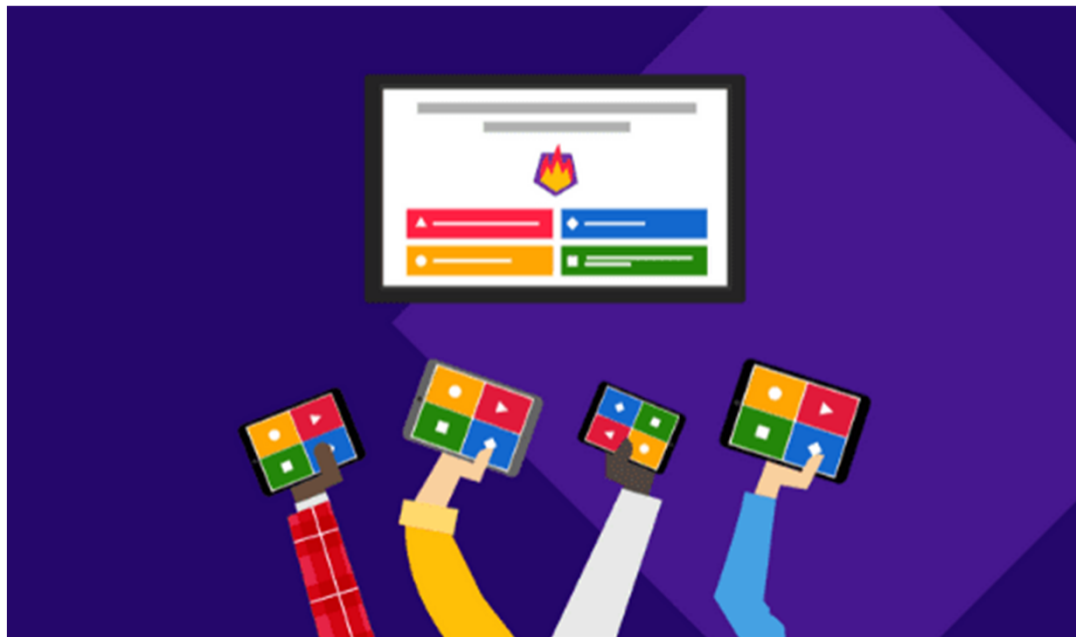
Tip 2: Have
competitions

Exam 2 review (chapters 1, 2, 3)

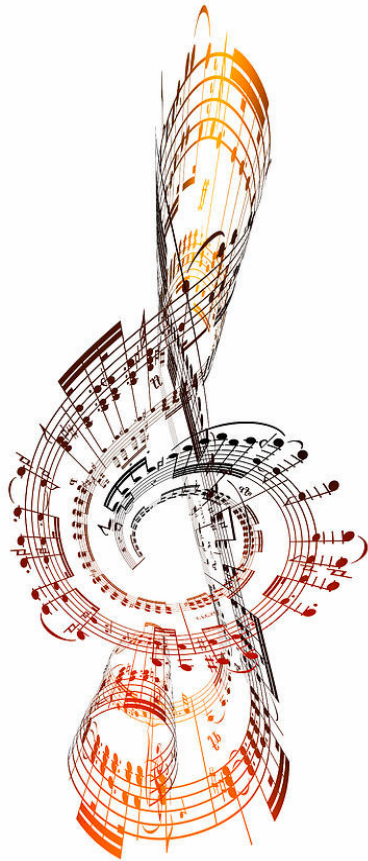
WingedCrab



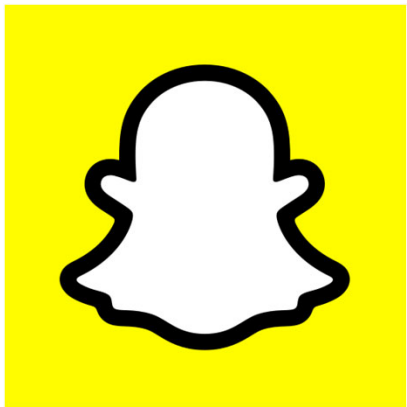
Kahoot!



- Basic is free for educators, limited players
- Costs from \$5-\$15 per month to increase players (up to 2,000 with expanded question options)

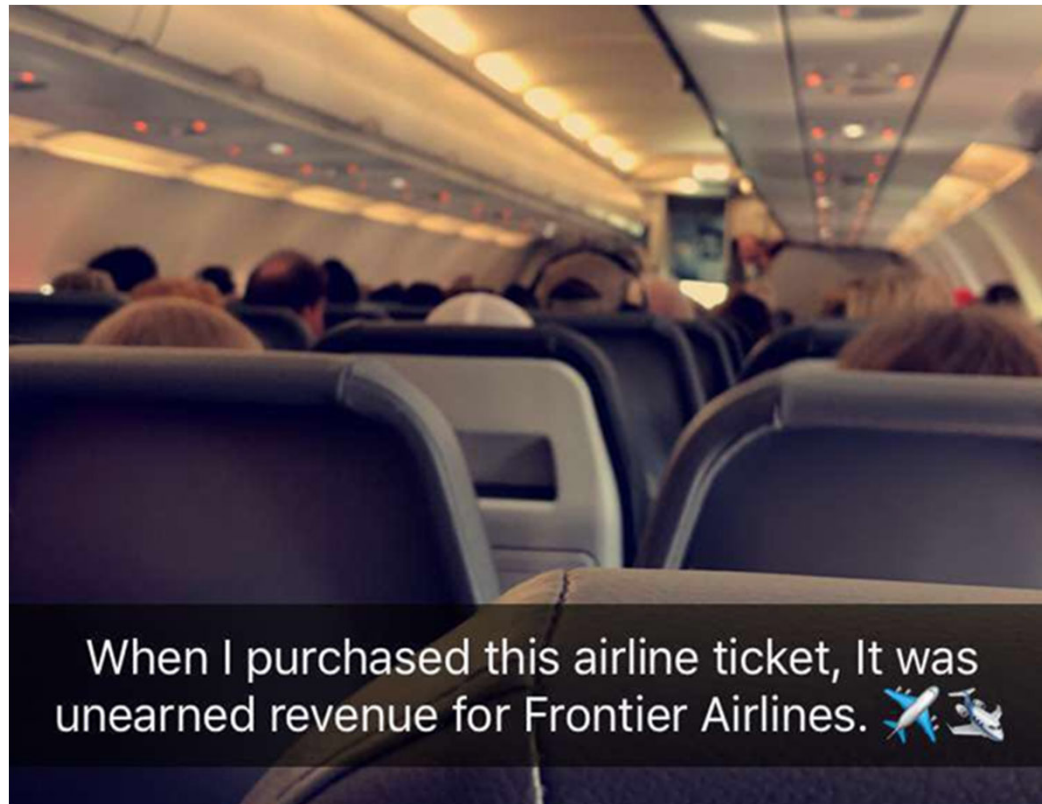


Tip 3:
Play music



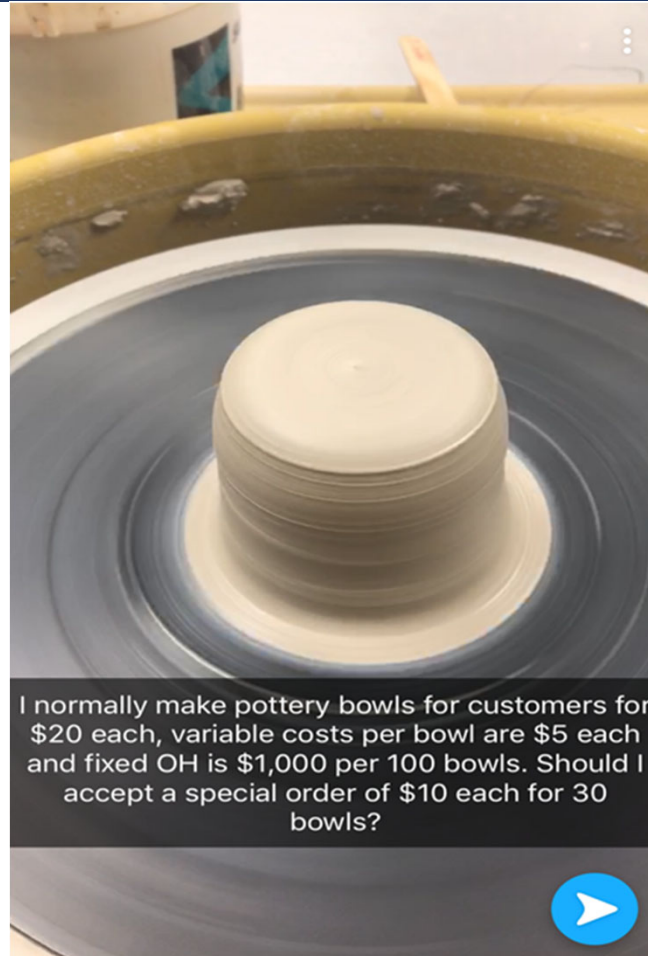
Tip 4: Use
social media

Reinforce material



When I purchased this airline ticket, It was unearned revenue for Frontier Airlines. ✈️🛩️

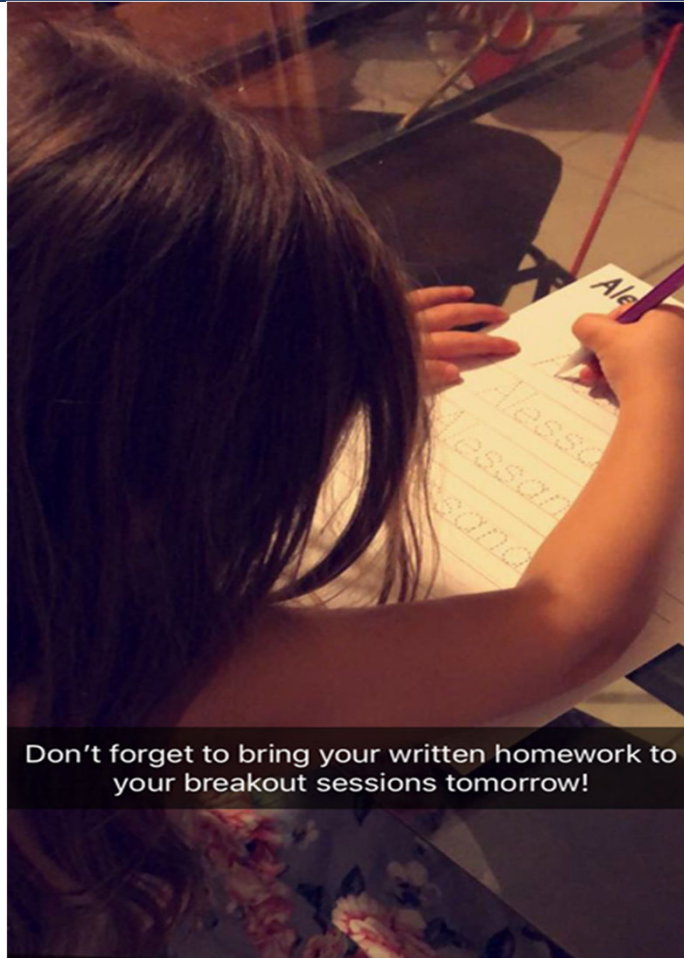
Ask questions



I normally make pottery bowls for customers for \$20 each, variable costs per bowl are \$5 each and fixed OH is \$1,000 per 100 bowls. Should I accept a special order of \$10 each for 30 bowls?



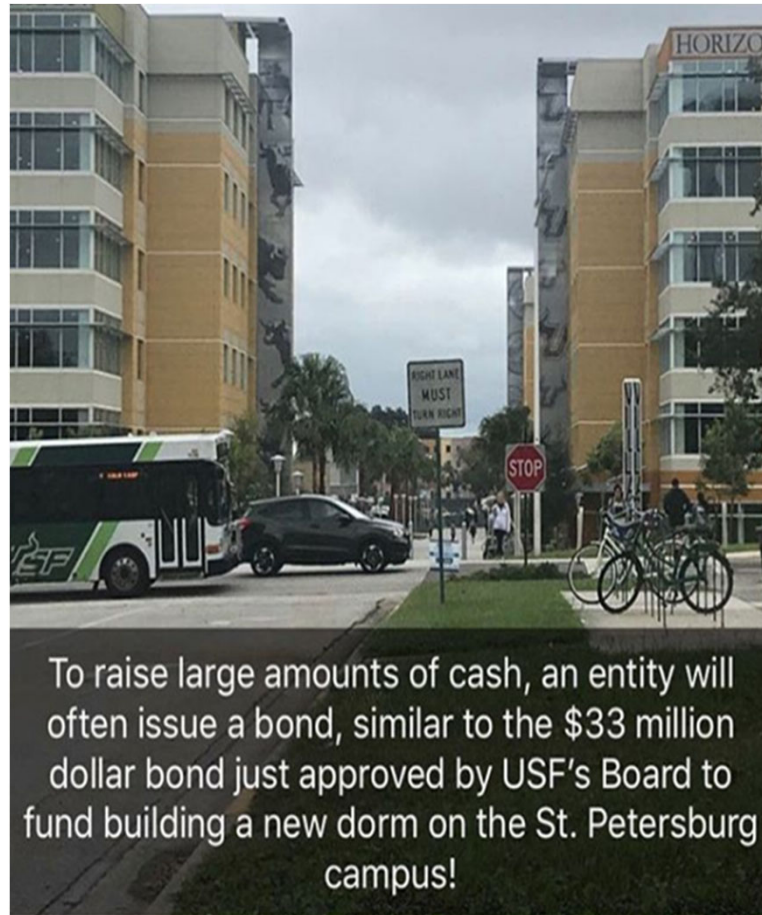
Give reminders



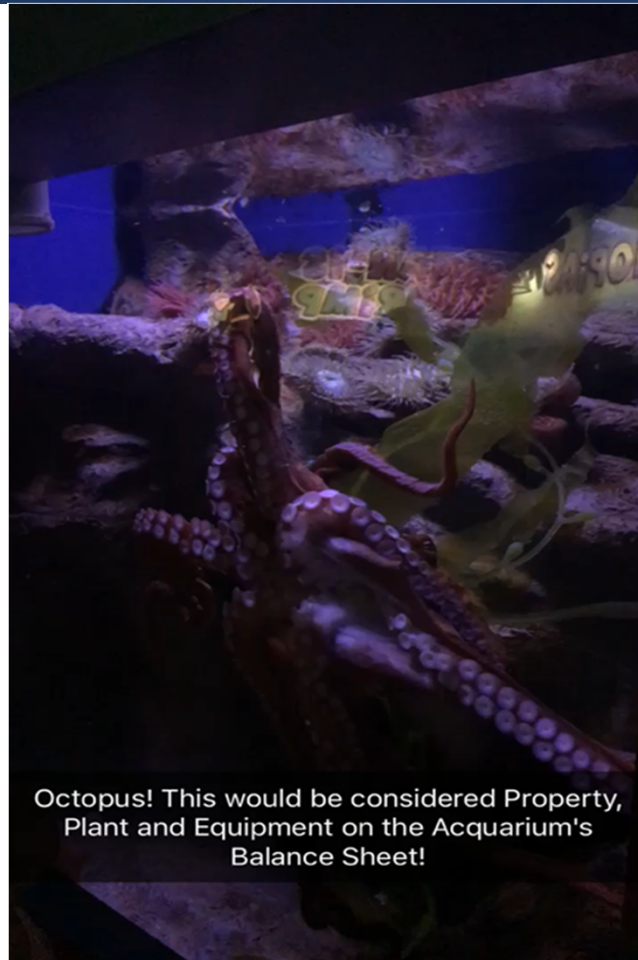


Tip 5:
Use Real Life
Examples

On campus...



At the aquarium...



Octopus! This would be considered Property,
Plant and Equipment on the Aquarium's
Balance Sheet!

On a billboard



A trademark is an intangible asset.

Local examples...

Background: Used the sale of this house from 2015 as the example for relative-sales-value method in PP&E chapter



OMG OMG OMG THAT'S MY HOUSE AHHAAAAHAAHHAH

217 Main Street, Kent, Ohio

Chat room

I have a couple projects due right after spring break that i'm worried about because a huge portion was the oral presentation

not too much this week tho

I think that goes for all of us! I find it useful to write down everything I have due for each class each week and then cross them off as I do them.

I want to know how people with science labs are going to do that

OMG OMG OMG THATS MY HOUSE AHHAAAAHAAHHAH

My sister is actually a biology major! She only has one lab, but so far they're just doing more bookwork

are you watching from there now?

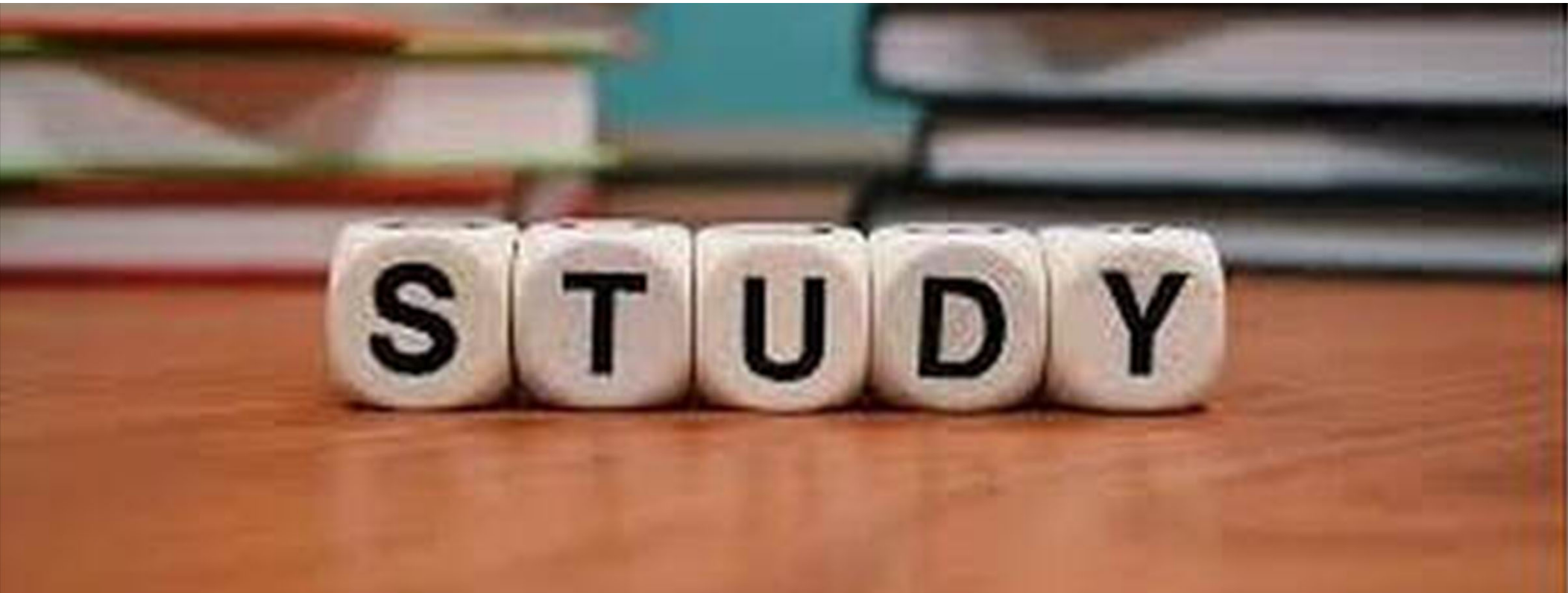
Nope! I am back home in Cleveland now but that is too funny that its used as an example p.s the inside is beautiful lots of antique fireplaces and stainglassed windows

That's really funny!



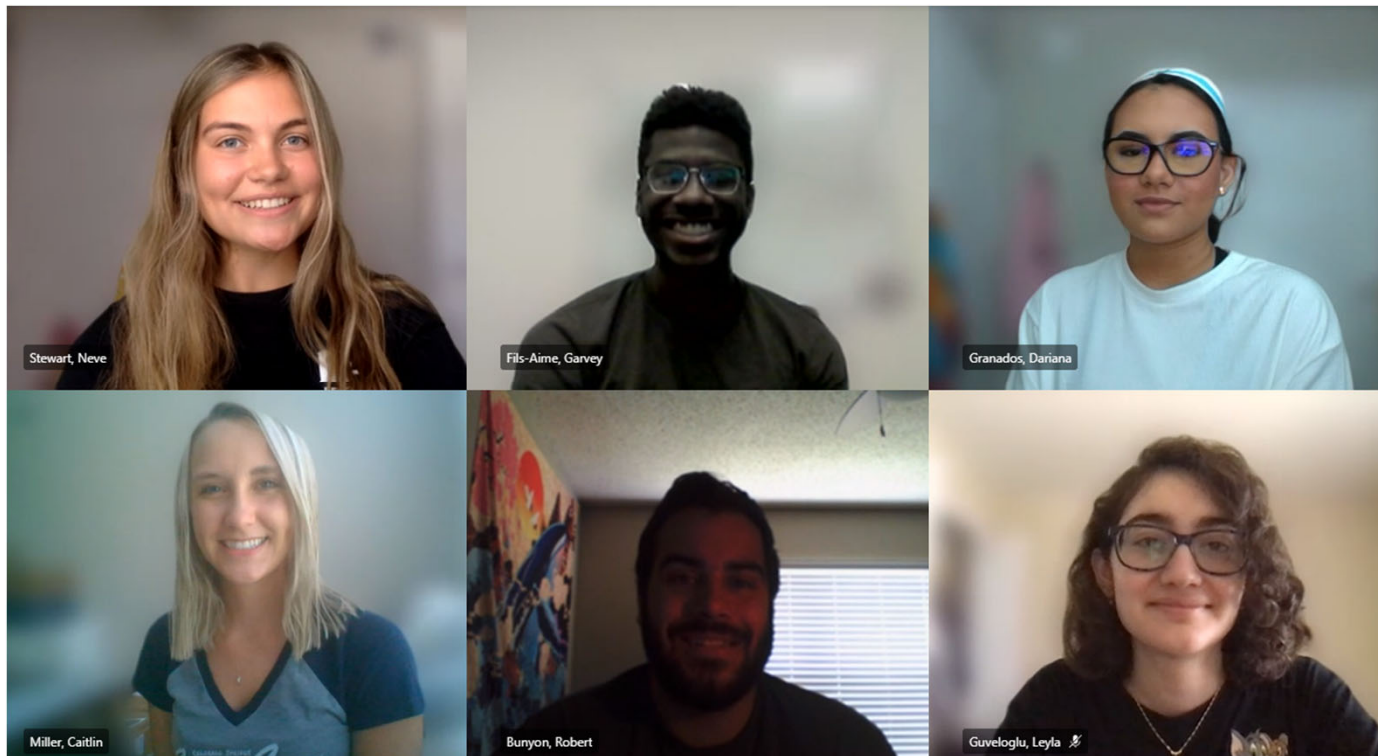
ACCOUNTING

IN THE HEADLINES

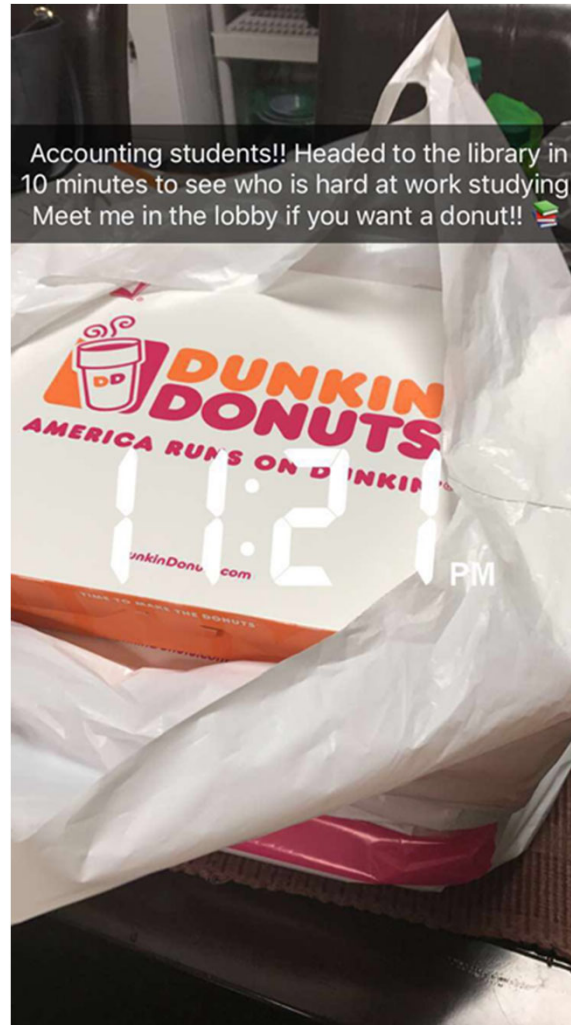


Tip 6: Host Study Sessions |

Virtual Study Sessions



In-person study sessions





Tip 7:
Incorporate
Videos

Video resources

- Find engaging videos (such as How It's Made or Shark Tank)
- Ask students to answer multiple choice questions about the video
- Have students post to a discussion board
- Refer students to other faculty videos for additional resources



O'Dang Hummus - Shark Tank First Pitch



Watch later Share

JESSE WOLFE
O'DANG HUMMUS

MORE VIDEOS

Video Assignments

- Create assignments that require video submissions
- Have students make a video (their choice) using a "real world" example relating to concept discussed in class
- Students can use free software (i.e., Screencast-O-Matic)
- When grading, you can provide feedback using audio/video feedback in LMS



Tip 8: Increase
communication

GroupMe:
Mobile group
messaging

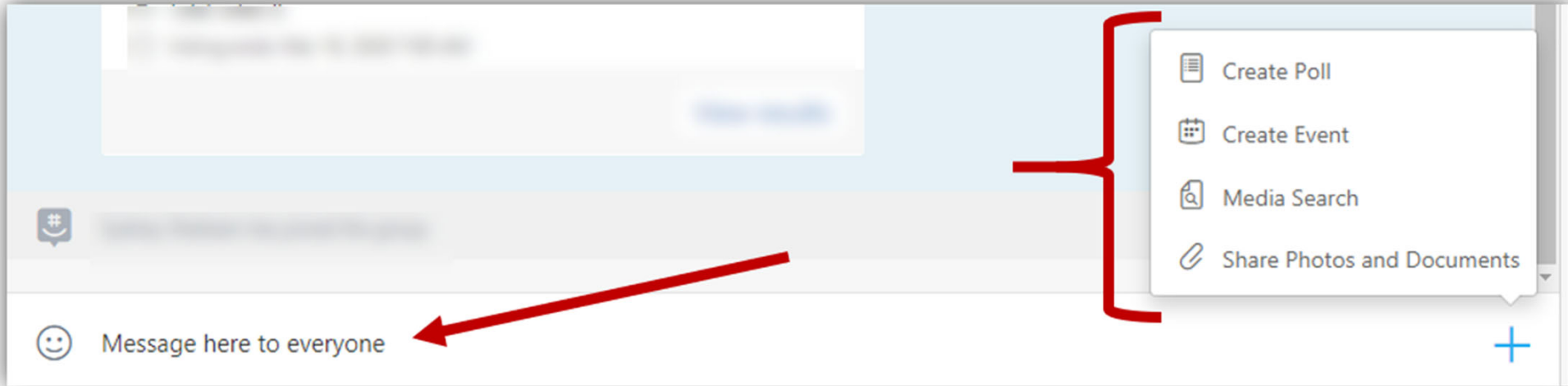
Easy to use with your phone

Owned by Microsoft

Size limit is 500 students

Free for everyone

Commonly used by students



Active

Ended

Create New Poll



How are you feeling about this semester in general now?

Asked by you

Fine, all my classes are going well

3

Okay, some bumps along the way but it will be okay

2


A little nervous, things are different

2

Not great, I am nervous

1

 Total votes: 8

 Voting ends:



Tip 9: Use
gamification



Escape Room

Narrative asks
students to
assume role
of a
consultant

After a long week, Friday has come, and after a long day, 3:00 PM has come! A couple of hours stands between you and your beloved weekend beach plans. Your beach plans and the assorted possibilities abound, and all that's left to do is last until 5pm. Oh No!! What's this? You spy your Senior Partner (Mr. Hinkle) strolling toward you. You try to hide, but he calls you out.

Mr. Hinkle : *Good Afternoon. Thank you for volunteering. I need you to go out to Green Lawn Corp's headquarters and help them with several outstanding questions they have. They have a board meeting over the weekend and they need several tasks completed. It should take you approximately 50 minutes to finish the analysis. This needs to be done before you leave for the weekend.*




Now you start hustling around the office to take what you need to Green Lawn Corp and leave for their headquarters. Make sure to grab a pen and paper as you'll need to take notes on the different questions they have.

Upon arrival, you gather what you need. Complete each analysis and save yourself from working over the weekend!

Let's get started - The Weekend is Waiting

Includes timer
to simulate
urgency;
letter
awarded for
correct
answers

Check Answers


42:52

Scenario

Would ya lookee there! You have uncovered two ways to increase the profitability of the lawn mower division. Not a bad return for 30 minutes work. Even still, there is one more potential way to maximize profitability of the Lawn Mower division. Green Lawn Corp's marketing team has discovered that some of their existing customers would be willing to pay a little extra for branding on the lawn mowers. Up to this point the unbranded lawn mowers incurred \$20,000 in costs. Given their offers, should the Lawn Mower division consider customizing lawn mowers for existing customers?

Input

What type of decision is Jake requesting? Joint Costing

Additional information:

Product	Quantity (in mowers)	Sales Price per mower (Uncustomized)	Total Variable Processing Costs	Sales Price per mower (Customized)
RYOBI	20	\$299	\$1,500	\$330
Honda	25	\$399	\$1,000	\$500

Select the relevant information that will be included in your analysis.

Joint Costs of \$20,000	<input type="checkbox"/>
Quantity (in mowers)	<input checked="" type="checkbox"/>
Sales Price per Liter (Uncustomized)	<input checked="" type="checkbox"/>
Total Variable Processing Costs	<input checked="" type="checkbox"/>
Sales Price per Mower (Customized)	<input checked="" type="checkbox"/>

Process

Calculate the NRV under each scenario.

Product	Sell as-is	Process further
RYOBI	\$5,980	\$5,100
Honda	\$9,975	\$11,500

Output

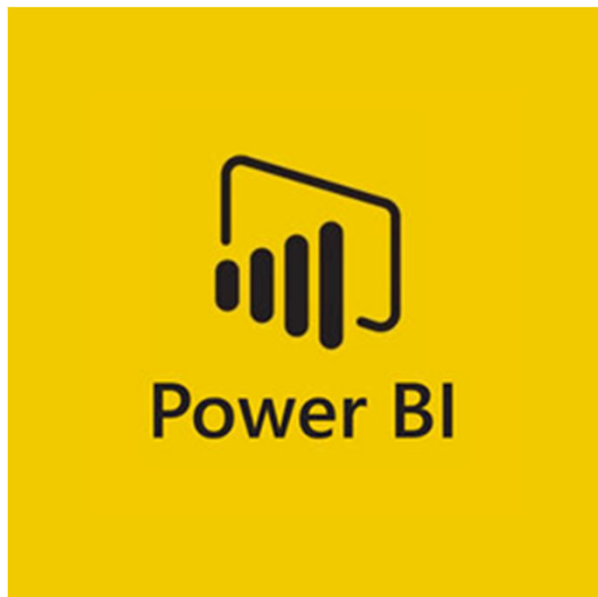
What is your recommendation to Jake? RYOBI Sell As Is
Honda Process Further

By how much does this decision increase NRV? \$1,525

You have been awarded:

Y

Next Problem



Tip 10: Assign projects with new skills



Accounting is Analytics

DATA ANALYTICS TEACHING MATERIALS FOR INTRODUCTORY ACCOUNTING

Follow our blog



ANALYTICS / EXCEL / EXCEL / FINANCIAL ACCOUNTING / MANAGERIAL ACCOUNTING / POWER BI / TABLEAU

KAT Insurance: Data analytics case for introductory managerial accounting

NOVEMBER 3, 2019 DR. WENDY TIETZ, CPA, CMA, CSCA, CGMA LEAVE A COMMENT

In addition to the data analytics case we posted last week for introductory financial

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Questions?

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